Hi Ashwin,

Can you adding (b) (6) - IC-C <(b) (6) gsa.gov> from CTAC to access the folder below? He is helping Ali to upload the data dump.

Thanks,
Sherry

---------- Forwarded message ---------
From: (b) (6) - IC-C <(b) (6) gsa.gov>
Date: Tue, Jan 14, 2020 at 10:28 AM
Subject: s3 bucket transfers
To: Sherry Hsu - IAW <sherry.hsu@gsa.gov>, (b) (6) <(b) (6) @ctacorp.com>, Henry Chang - ICPW <henry.chang@gsa.gov>, (b) (6) <@ctacorp.com>

Sherry/Henry,

Ali asked me to transfer one of the zip files we are delivering for the
bucket "app_gsagov_prod_rdcgwaajp7wr" . However, I do not have permission to upload the resulting file. Could you get me access to the folder below so I can upload the file? (or whichever folder is appropriate, this is what Ali sent me)

https://drive.google.com/drive/u/1/folders/12nS0jfLZe4H-7q8UVwuYlz6PgejnYDbC

Thanks,

Justin

--

IT Project Manager - Content Management System
General Services Administration
Office of Govtwide & Enterprise Solutions
Govtwide IT Shared Services & Solutions Division
1800 F Street, NW
Washington DC 20405

Subject:	Re: Atlassian Prod data
Date:	Sat, 1 Feb 2020 12:16:03 -0500
From:	Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov>
To:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, **(b) (6)** <**(b) (6)** @ctacorp.com>
Cc:	Celeste Plaisance - ICPW <celeste.plaisance@gsa.gov>, Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>, "Chudi Okafo (XTB)" <chudi.okafo@gsa.gov>, Henry Chang - ICPW <henry.chang@gsa.gov>
Message-ID:	<CAPHrR-dA2J4ph-vphjRgWixqNy1aRTEKxp8vPeg8NUkxZeoAng@mail.gmail.com>
MD5:	473981f8545b52f02f230f54bd566c3a

All,

I am going to proceed now with shutting down the applications, taking database backups and EBS snapshots.

Regards,
Ali Muhammad

On Fri, Jan 31, 2020 at 4:37 PM Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

As discussed earlier, I will likely try to get the backups done on Saturday. However, if time doesn't permit - then Sunday. Hence, higher probability for taking action is Saturday. I will be sending out a notification on this thread both prior to starting and once done over the weekend.

Regards,
Ali Muhammad

On Fri, Jan 31, 2020 at 8:41 AM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

If you could please estimate when you will take the systems down.At least which day if you can't get more specific. I thought we said it would be intermittent (or for 2-3 hours) and that is what I told Uma but Celeste's email say all weekend and she asked for a clarification. Thanks.

On Thu, Jan 30, 2020 at 3:49 PM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

Thanks for the clarification

Sent from my iPhone

On Jan 30, 2020, at 3:27 PM, Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

Thanks Gerard, sounds good. Just want to add/edit a comment:

Over the weekend, Ali will:
- bring down the production Atlassian servers this weekend
- create DB and EBS snapshots & configuration files
- Include only key directory (exclude log files & exports)
- log files will be provided after cut-over

Starting Monday, Ali will
- create archive, upload it to s3 and share s3 presigned URL for REI to access

Henry - Could you please create a transition ticket (ET) for this as well?

Regards,
Ali Muahmmad

On Thu, Jan 30, 2020 at 4:14 PM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:
Recap today's decision.

Gerard confirmed with Uma downtime this weekend is OK
Celeste will put up banner and send email to POC list "Intermittent downtime this weekend"
Ali will
 - bring down the production Atlassian servers this weekend
 - create DB and EBS snapshots & configuration files
 - Include only key directory (exclude log files & exports)
 - log files will be provided after cut-over
 - create archive and copy to S3 available for REI to access
We will access the transfer on Monday as REI transfers data

If there is anything I left out please share your comments with this entire group.

Thank you

Atlassian Prod data

When	Thu Jan 30, 2020 2:30pm – 3pm Central Time - Chicago
Joining info	(b) (6)
Who	· henry.chang@gsa.gov - organizer
	· ashwin.deshmukh@gsa.gov
	· chudi.okafo@gsa.gov
	· ali.muhammad@gsa.gov
	· celeste.plaisance@gsa.gov
	· Gerard Chelak - ICPW

Agenda:

1) Discuss how to transfer Atlassian Prod data for Jira, Confluence and Crowd from CTAC to REI. We need to get down to the bare minimum to bring over.

    1) DB (over night backup)
    2) Install directory (Generic Atlassian merge with configuration such as session timeout)
    3) Home directory (Crowd 1 hours, Jara 352gb, Confluence 181gb)
2) When to freeze the Atlassian and for how long? We have to do it again for cut-over.
    1) Pen testing on Feb 10
    2) Final cut-over activities are scheduled for the weekend Feb 21-23
    3) Go-live Feb 24.
3) Freeze planning
    1) Initial (2/1 - 2/2)
        Celeste put banner to freeze Jira and Confluence for two days and send emails to stakeholders. Gerard will send an email to summary what we understand in this meeting. Ali will create volume for EBS snapshots and DB backup. We don't need to bring export and logs over. Doug agreed post cut-over dump to transfer the 6 months of logs to us.
    2) Cut-over (2/21 - 2/23)
        TBD

4) Ali provided current Atlassian Prod usage:
    Confluence production (181G):
    Largest dir/file:
    142G /appdata/confluence-home/attachments
    Things we may be able to ignore:

19G /appdata/confluence-home/restore
222M /appdata/confluence-home/logs

Jira production (352 GB):
Largest dir/file:
246G /appdata/jira-home/export
90G data/attachments
Things we may be able to ignore:
8.3G /appdata/jira-home/temp
657M /appdata/jira-home/log

--

Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell (b) (6) ███████
gerard.chelak@gsa.gov

Subject: Re: [Important] - ECAS Platform Transition Key Questions
Date: Wed, 20 Nov 2019 23:42:46 -0500
From: (b) (6)   (b) (6)@mobomo.com>
To: Kishore Vuppala - QD2-C <kishore.vuppala@gsa.gov>
Cc: Gerard Chelak - XTB <gerard.chelak@gsa.gov>, Henry Chang - ICPW
<henry.chang@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Shawn MacFarland
<shawn.macfarland@gsa.gov>, (b) (6)   (b) (6)   @reisystems.com>, Anita
Halici - QD-C <anita.halici@gsa.gov>, Ashwin Deshmukh - QD2-C
<ashwin.deshmukh@gsa.gov>, (b) (6)   (b) (6)   @reisystems.com>, (b) (6)
(b) (6)   (b) (6)   @reisystems.com>, (b) (6)   (b) (6)   @mobomo.com>, (b) (6)
(b) (6)   (b) (6)   @jhctechnology.com>
Message-ID: <CAOdUbm5b3hL5VDNm0ST1dDs5Gszc-UY6PAXZb2r_Hsk0FtdZEw@mail.gmail.com>
MD5: 15b8f6e12dd0b8ca1343b720895ff261

Adding to (b) (6) list per his direction.

What operational practices are required to maintain the ATO?
What operational practices are currently employed to maintain the operating infrastructure and the
applications which rely on it?

What is the system inventory of the current AWS implementation of ECAS - only usa.gov, gsa.gov,
insight.gsa.gov and an atlassian suite?
Are there other applications or components currently operating under the ECAS vehicle beyond
usa.gov, gsa.gov, insight.gsa.gov and the atlassian suite?
Does the SSP contain a complete list of all hardware and software associated with all infrastructure and
applications.
Is the SSP current and complete in its documentation of all system and application interdependencies
and integration points?
Are the network diagrams, and supporting network and security statements in the SSP current with the
operating conditions of ECAS?
Is there an inventory of key personnel, roles, responsibilities, skill sets and security requirements for
these personnel?
Is there a complete list of software and licenses for software in use within ECAS?
Does the SSP completely describe all data storage and sharing requirements?
Do the current processes for configuration management encompass all relevant reviews and approvals
required by GSA for system changes and updates?
Are there other support systems required for ECAS operations that are not within the AWS
environment?

Is there a current risk registry which describes all current infrastructure and application risk for all
components of ECAS?

Is there project history or other information that the REI team should be made aware of in order to
successfully transition and develop the ECAS project?

(b) (6)
Chief Technology Officer

(b) @mobomo.com (p) 703.582 8378 mobomo.com

What is your cloud readiness score? Take the assessment here: https://www.mobomo.com/cloud-readiness-assessment/

On Wed, Nov 20, 2019 at 10:18 PM Kishore Vuppala - QD2-C <kishore.vuppala@gsa.gov> wrote:

Hi Gerard/Henry/Sherry

We have below questions on the ECAS platform, which help us in coming up with the Transition Approach/Plan and timelines.

Q1 - In the current ECAS AWS environment operating under CTAC, are the AWS organizations enabled?

    Q1.1 - If Organizations are enabled, we will need to work with CTAC team on transition their master-pair account, can GSA confirm with CTAC on their concurrence on doing this?

    Q1.2 - If Organization are enabled, the process will be easier and we still need confirmation from CTAC on transferring the AWS account, can GSA confirm with CTAC on their concurrence on doing this?

Q2 - I am hoping that contractually GSA owns all the ECAS components and CTAC team will be required transfer as part of the transition-out plan. Could GSA confirm this with CTAC team ASAP?, which will help in detailing out our Plan A, Plan B etc

Q3 - We would like to reach out to CTAC resales team through GSA AWS rep on establishing a CTA, this process will be needed to transfer the accounts either way. Could you please confirm if we can proceed on this step, we would like to ensure you don't have any concerns on this.

Q4 - Outside of the AWS inventory shared as part of the RFQ (attached to this email too), could we get access to the Architecture of current ECAS environment, how the different apps are configured, any other third party tools/licenses that are used (if they are GSA owned vs CTAC owned)

Q5 - Would it be possible to schedule an initial call with CTAC team on Friday 11/22, it will be easier to get these questions answered in a call.

- Please email if you have any other additional questions or updates on the above questions.

Subject: Re: s3 bucket transfers
Date: Tue, 14 Jan 2020 10:46:33 -0500
From: Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
To: Sherry Hsu - ICPW <sherry.hsu@gsa.gov>
Cc: Henry Chang <henry.chang@gsa.gov>, (b) (6) - OCSIT-C <(b) (6) gsa.gov>
Message-ID: <CAPYUTWKkwmGWdtz86DnNDL=BswBfW4NxY+3jCBtnmc+8Dry29g@mail.gmail.com>
MD5: 3e33be59d83c16f918176cd509d21376

Justin should have access now. Please verify.
On Tue, Jan 14, 2020 at 10:38 AM Sherry Hsu - ICPW <sherry.hsu@gsa.gov> wrote:

Hi Ashwin,

Can you adding (b) (6) - IC-C <(b) (6) gsa.gov> from CTAC to access the folder below? He is helping Ali to upload the data dump.

Thanks,
Sherry

---------- Forwarded message ---------
From: (b) (6) - IC-C <(b) (6) gsa.gov>
Date: Tue, Jan 14, 2020 at 10:28 AM
Subject: s3 bucket transfers
To: Sherry Hsu - IAW <sherry.hsu@gsa.gov>, (b) (6) (b) (6) @ctacorp.com>, Henry Chang - ICPW <henry.chang@gsa.gov>, (b) (6) @ctacorp.com>

Sherry/Henry,

Ali asked me to transfer one of the zip files we are delivering for the bucket "app_gsagov_prod_rdcgwaajp7wr" . However, I do not have permission to upload the resulting file. Could you get me access to the folder below so I can upload the file? (or whichever folder is appropriate, this is what Ali sent me)

https://drive.google.com/drive/u/1/folders/12nS0jfLZe4H-7q8UVwuYlz6PgejnYDbC

Thanks,

Justin

--

IT Project Manager - Content Management System
General Services Administration
Office of Govtwide & Enterprise Solutions
Govtwide IT Shared Services & Solutions Division
1800 F Street, NW
Washington DC 20405

Subject:	Re: CTAC data transfer schedule
Date:	Tue, 11 Feb 2020 12:41:47 -0500
From:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
To:	Ashwin Deshmukh - Qd2-C <ashwin.deshmukh@gsa.gov>
Cc:	Henry Chang - ICPW <henry.chang@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Kishore Vuppala - QD2-C <kishore.vuppala@gsa.gov>
Message-ID:	<CACdVdOmHtxnBUU5JdRbtkvCx52OH9Da12_8hftmCoeMmYoF81w@mail.gmail.com>
MD5:	55f37632214721880e43ebb1cf83f713

we also need SMR?Any others?

On Tue, Feb 11, 2020 at 12:38 PM Henry Chang - ICPW <henry.chang@gsa.gov> wrote:

Gerard,

You asked us to put together a plan based on the input from CTAC and business owners. Please review the draft version below.

========================= DRAFT =========================
Vivian,

We have discussed the CTAC contract close out issues with (b) (6) of CTAC on Friday Feb 7, 2020 regarding the data transfer for ECAS go-live in the new AWS environment and revealed the following schedule:

Mon 3/2/2020 - Sat 2/7/2020 Data transfer from CTAC to REI
Sun 3/8/2020 DNS switch to the new ECAS environment and testing.
Mon 3/9/2020 Go-Live in the new ECAS environment

In order to protect data integrity, we have to enforce content freeze before CTAC starts data transfer. In the meantime, we have to balance the tolerance for content freeze among project teams. GSA.gov said 2 to 5 days freeze is what they can tolerate. USA.gov will tolerate a "brief" freeze. Atlassian (JIRA and Confluence) users have little tolerance for a freeze because both systems are actively used during business hours.

We put together a proposed sequence for the week of March 2nd through the final cutover which assumes we receive the data from CTAC over the course of a few days in the week as discussed.

Mon 3/2/2020 GSA.gov and Insite.gsa.gov enforce content freeze in the morning. CTAC transfers GSA.gov and Insite.gsa.gov data by 5:00 PM the same day.
Wed 3/4/2020 USA.gov enforces content freeze in the morning. CTAC transfers USA.gov family data by 5:00 PM the same day.
Fri 3/6/2020 Atlassian enforces content freeze after 5:00 PM. CTAC transfer Crowd, Confluence and JIRA data no later than 9:00 AM on Sat 3/7/2020.

Please present this and get final buy-in from CTAC.

Thanks,

Henry Chang
IT Specialist
Website & Platform Management Branch (ICPW)
Corporate IT Services (IC)
GSA IT (I)
202-219-1801 (Office)

(b) (6) (Mobile)

--

Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell (b) (6)
gerard.chelak@gsa.gov

Subject: GSA.gov Team
Date: Thu, 2 Jan 2020 10:45:55 -0500
From: Sherry Hsu - ICPW <sherry.hsu@gsa.gov>
To: Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>, "(b) (6)
(b) (6) @reisystems.com>
Cc: Gerard Chelak <gerard.chelak@gsa.gov>, Boaz Englesberg - ZAB
<boaz.englesberg@gsa.gov>
Message-ID: <CAJmzTafQB8=i16Gx=Z2wcsOgSrQ-0kj2VnP2NTivYzqE5Fjs5Q@mail.gmail.com>
MD5: 54428d88786caa74ece8f8b1331b31f0

Hi Ashwin/(b) (6)

I would like to understand the team member and their role in both transition and O&M period with you
and/or Kishore. Currently, there are **four names** adding into weekly GSA.gov and insite.gsa.gov scrum
meetings. From the two meetings that REI joined, OSC group has confused about REI's role and their
assigned projects. Please see the list and the questions below.

Ramya Sree Kasibatla - Not sure her role??
Steven Gebremariam - Talked with Steven on Monday, he is assigned to both OGP, USA.gov and
GSA.gov as developer. He is not sure whether he will be the key developer for OSC in the future.

Vinayak Gupta - We thought he is assigned to USA.gov only, but we also see he is working on
GSA.gov. Will he be focus on USA.gov or GSA.gov?
Ashwin Deshmukh - I think Ashwin is the only person we understand his role and assigned task
areas. He assigned as the technical manager role who currently in charge for the transition tasks for
both ECAS AWS infrastructure and the applications. Basically everything in ECAS contract ICPW
part. He also is our primary POC for both me, Gerard and Henry. Please correct me if I'm wrong.

OSC group currently has the CTAC resources as follows:
        Larissa Khon - Scrum/task/project manager. She also tests the applications while the release the
Sprint into Staging and Production. She works with OSC group very closely.

    Dale Fry - Key Drupal and PHP developer. Both front and back end.
    Robert Ashly - Drupal and PHP developer. Both front and back end.

We were waiting for REI tell us who will be the equivalence role as Larissa, so that we can have the
better knowledge transfer session with OSC, Larissa and CTAC developer team. Also, as I mentioned in
the last email, OSC group requests the key developer and the agile task manager/tester able to work on-
site to GSA one to two days per week, especially during the next couple of months transition period. So,
please help us to understand the resources plan for OSC.

Thanks,
Sherry

--

IT Project Manager - Content Management System
General Services Administration
Office of Govtwide & Enterprise Solutions
Govtwide IT Shared Services & Solutions Division
1800 F Street, NW
Washington DC 20405

Subject: Re: Atlassian Prod data
Date: Thu, 30 Jan 2020 13:49:11 -0800
From: Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
To: Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov>
Cc: Celeste Plaisance - ICPW <celeste.plaisance@gsa.gov>, ashwin.deshmukh@gsa.gov, "Chudi Okafo (XTB)" <chudi.okafo@gsa.gov>, Henry Chang - ICPW <henry.chang@gsa.gov>
Message-ID: <CACdVdOkziL-TiWS+32VK=dpyhYNUMiXSkYyGHDpXRs57FO0xGA@mail.gmail.com>
MD5: 397a55173225128111dc5e3be7349f44

Thanks for the clarification

Sent from my iPhone

On Jan 30, 2020, at 3:27 PM, Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

Thanks Gerard, sounds good. Just want to add/edit a comment:

Over the weekend, Ali will:
- bring down the production Atlassian servers this weekend
- create DB and EBS snapshots & configuration files
- Include only key directory (exclude log files & exports)
- log files will be provided after cut-over

Starting Monday, Ali will
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Henry - Could you please create a transition ticket (ET) for this as well?

Regards,
Ali Muahmmad

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If there is anything I left out please share your comments with this entire group.

Thank you

Atlassian Prod data

When   Thu Jan 30, 2020 2:30pm – 3pm Central Time - Chicago
Joining info

Who

henry.chang@gsa.gov - organizer

· ashwin.deshmukh@gsa.gov

· chudi.okafo@gsa.gov

· ali.muhammad@gsa.gov

· celeste.plaisance@gsa.gov

· Gerard Chelak - ICPW

Agenda:

1) Discuss how to transfer Atlassian Prod data for Jira, Confluence and Crowd from CTAC to REI. We need to get down to the bare minimum to bring over.

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90G data/attachments
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8.3G /appdata/jira-home/temp
657M /appdata/jira-home/log

Subject:	GSA.gov transition and SF event
Date:	Wed, 15 Jan 2020 17:31:33 -0500
From:	Boaz Englesberg - ZOD <boaz.englesberg@gsa.gov>
To:	Mark Vogelgesang - IAS <mark.vogelgesang@gsa.gov>, Prerana Bhatt - ICPA <prerana.bhatt@gsa.gov>
Cc:	Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>, Ramya Sree Kasibatla - ITCB-C <ramyasree.kasibatla@gsa.gov>, Sherry Hsu - IAW <sherry.hsu@gsa.gov>
Message-ID:	<CAObLbTeANwUJR1O8NDPChKMt3-_mDFu2KXBqdxqtX_uHTnBXoQ@mail.gmail.com>
MD5:	c12c6a96669c8c205672c5bd2a486a23

Hello Mark and Prerana

GSA.gov and the CMP are transitioning to a new company called REI. The transition will happen in February and final switch will happen in early March.
The CTAC contract ends on March 17.

I wanted to inform you that we will keep the same process as we do now with events. We are in the process of knowledge transfer to REI

Ashwin Deshmukh from REI and I will reach out to you in the coming days. We are looking for smooth transition of the events functionality on GSA.gov

Please let me know if you need any more information.
--

Thanks

Boaz Englesberg, PMP, CSPO

Digital Communication, OSC

Office: 202-357-9640
Mobile: (b) (6)
boaz.englesberg@gsa.gov

Subject:	Re: Atlassian Prod data
Date:	Thu, 30 Jan 2020 17:58:17 -0500
From:	Henry Chang - ICPW <henry.chang@gsa.gov>
To:	Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov>
Cc:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, Celeste Plaisance - ICPW <celeste.plaisance@gsa.gov>, Ashwin Deshmukh - Qd2-C <ashwin.deshmukh@gsa.gov>, "Chudi Okafo (XTB)" <chudi.okafo@gsa.gov>
Message-ID:	<CABzfJ90nsbMQ=477bT-x3On4T-trqyt+nfw--aHM+E-y9+TxeQ@mail.gmail.com>
MD5:	b4747c0a666e12501939906278a93226

Ali,

[ET-66](#) is created and assigned to you. Thanks for your help.

Thanks,

Henry Chang
IT Specialist
Website & Platform Management Branch (ICPW)
Corporate IT Services (IC)
GSA IT (I)
202-219-1801 (Office)

(Mobile)

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Atlassian Prod data

When   Thu Jan 30, 2020 2:30pm – 3pm Central Time - Chicago

Joining info

Who   · henry.chang@gsa.gov - organizer
                                          · ashwin.deshmukh@gsa.gov
                                          · chudi.okafo@gsa.gov
                                          · ali.muhammad@gsa.gov
                                          · celeste.plaisance@gsa.gov
                                          · Gerard Chelak - ICPW

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    1) Pen testing on Feb 10
    2) Final cut-over activities are scheduled for the weekend Feb 21-23
    3) Go-live Feb 24.
3) Freeze planning
    1) Initial (2/1 - 2/2)
       Celeste put banner to freeze Jira and Confluence for two days and send emails to stakeholders. Gerard will send an email to summary what we understand in this meeting. Ali will create volume for EBS snapshots and DB backup. We don't need to bring export and logs over. Doug agreed post cut-over dump to transfer the 6 months of logs to us.
    2) Cut-over (2/21 - 2/23)
       TBD

4) Ali provided current Atlassian Prod usage:
   Confluence production (181G):
   Largest dir/file:
   142G /appdata/confluence-home/attachments
   Things we may be able to ignore:
   19G /appdata/confluence-home/restore
   222M /appdata/confluence-home/logs

   Jira production (352 GB):
   Largest dir/file:
   246G /appdata/jira-home/export
   90G data/attachments
   Things we may be able to ignore:
   8.3G /appdata/jira-home/temp
   657M /appdata/jira-home/log

Subject:	Re: CTAC data transfer schedule
Date:	Tue, 11 Feb 2020 15:26:07 -0500
From:	Henry Chang - ICPW <henry.chang@gsa.gov>
To:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, Chris McFerren - IAG <chris.mcferren@gsa.gov>
Cc:	Ashwin Deshmukh - Qd2-C <ashwin.deshmukh@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Kishore Vuppala - QD2-C <kishore.vuppala@gsa.gov>, "Chudi Okafo (XTB)" <chudi.okafo@gsa.gov>
Message-ID:	<CABzfJ91K9xwzVB+XwpzWLMFtEwJhvAruW2g5=P8vraa_4H9hnw@mail.gmail.com>
MD5:	8fae81f8c26e289afdaee27925c7f9f0

==================DRAFT BELOW=========================

Vivian,

We have discussed the CTAC contract close out issues with (b) (6) of CTAC on Friday Feb 7, 2020 regarding the data transfer for ECAS go-live in the new AWS environment. Proposed schedule as following:

Mon 3/2/2020 - Fri 3/6/2020 Staggered fashion content freeze and data transfer from CTAC to REI
Sun 3/8/2020 DNS switch to the new ECAS environment and testing.
Mon 3/9/2020 Go-Live in the new ECAS environment

In order to protect data integrity, we have to enforce content freeze before CTAC starts data transfer. In the meantime, we have to balance the tolerance for content freeze among project teams. GSA.gov said 2 to 5 days freeze is what they can tolerate. USA.gov will tolerate a "brief" freeze. Atlassian (JIRA and Confluence) users have little tolerance for a freeze because both systems are actively used during business hours.

We put together a proposed sequence for the week of March 2nd through the final cutover which assumes we receive the data from CTAC over the course of a few days in the week as discussed.

Mon 3/2/2020 GSA.gov and Insite.gsa.gov enforce content freeze in the morning. CTAC transfers GSA.gov and Insite.gsa.gov data by 5:00 PM the same day.
Wed 3/4/2020 Go.USA.gov enforces content freeze in the morning. CTAC transfers Go.USA.gov data by 5:00 PM the same day.
Thu 3/5/2020 USA.gov enforces content freeze in the morning. CTAC transfers USA.gov data by 5:00 PM the same day.
Thu 3/5/2020 SMR enforces content freeze in the morning. CTAC transfers SMR data by 5:00 PM the same day.
Fri 3/6/2020 Atlassian enforces content freeze after 5:00 PM. CTAC transfer Crowd, Confluence and JIRA data by 9:00 PM the same day.

Please present this and get final buy-in from CTAC.

Thanks,

Henry Chang
IT Specialist
Website & Platform Management Branch (ICPW)
Corporate IT Services (IC)
GSA IT (I)
202-219-1801 (Office)

(b) (6) (Mobile)

On Tue, Feb 11, 2020 at 12:41 PM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

we also need SMR?
Any others?

On Tue, Feb 11, 2020 at 12:38 PM Henry Chang - ICPW <henry.chang@gsa.gov> wrote:

Gerard,

You asked us to put together a plan based on the input from CTAC and business owners. Please review the draft version below.

========================= DRAFT =========================
Vivian,

We have discussed the CTAC contract close out issues with (b) (6) of CTAC on Friday Feb 7, 2020 regarding the data transfer for ECAS go-live in the new AWS environment and revealed the following schedule:

Mon 3/2/2020 - Sat 2/7/2020 Data transfer from CTAC to REI
Sun 3/8/2020 DNS switch to the new ECAS environment and testing.
Mon 3/9/2020 Go-Live in the new ECAS environment

In order to protect data integrity, we have to enforce content freeze before CTAC starts data transfer. In the meantime, we have to balance the tolerance for content freeze among project teams. GSA.gov said 2 to 5 days freeze is what they can tolerate. USA.gov will tolerate a "brief" freeze. Atlassian (JIRA and Confluence) users have little tolerance for a freeze because both systems are actively used during business hours.

We put together a proposed sequence for the week of March 2nd through the final cutover which assumes we receive the data from CTAC over the course of a few days in the week as discussed.

Mon 3/2/2020 GSA.gov and Insite.gsa.gov enforce content freeze in the morning. CTAC transfers GSA.gov and Insite.gsa.gov data by 5:00 PM the same day.
Wed 3/4/2020 USA.gov enforces content freeze in the morning. CTAC transfers USA.gov family data by 5:00 PM the same day.
Fri 3/6/2020 Atlassian enforces content freeze after 5:00 PM. CTAC transfer Crowd, Confluence and JIRA data no later than 9:00 AM on Sat 3/7/2020.

Please present this and get final buy-in from CTAC.

Thanks,

Henry Chang
IT Specialist
Website & Platform Management Branch (ICPW)
Corporate IT Services (IC)
GSA IT (I)
202-219-1801 (Office)

(b) (6) (Mobile)

--

Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell (b) (6)
gerard.chelak@gsa.gov

Subject:	Re: ECAS Atlassian File Transfer using RSync
Date:	Tue, 4 Feb 2020 11:58:45 -0500
From:	Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
To:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
Cc:	Chris McFerren - ICE <chris.mcferren@gsa.gov>, Henry Chang - ICPW <henry.chang@gsa.gov>, Chudi Okafo <chudi.okafo@gsa.gov>, Sherry Hsu - ICPW <sherry.hsu@gsa.gov>, Kishore Vuppala - MEB-C <kishore.vuppala@gsa.gov>
Message-ID:	<CAPYUTWLH8roPYtBzFMC0_oVeiSo=87OtsqGU5DHJJcLaS7UDxQ@mail.gmail.com>
MD5:	43fb109545265505cf300886b36378f6

Gerard,

This will work perfectly if CTAC can do this. We need to try it this week to avoid any surprises during the cut over.
Please let us know if we can do it this week.

Thanks,
Ashwin Deshmukh

On Tue, Feb 4, 2020 at 10:29 AM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

This is the best way to share EBS snapshots, no?

https://docs.aws.amazon.com/AWSEC2/latest/UserGuide/ebs-modifying-snapshot-permissions.html#share-unencrypted-snapshot

Sent from my iPhone

On Feb 4, 2020, at 8:10 AM, Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov> wrote:

Chris/Gerard,

There are 2 options to do the file transfer for the Atlassian applications (JIRA, Confluence, CROWD)

1. REI will provide ssh keys to CTAC to access our servers on port 22 from CTAC Atlassian servers so they can push the files to our servers using Rsync. We will put the right permissions in place so that they cannot change any configurations.

Advantages:
They can start the file transfer process now and on the cutover day they only push the deltas.
Reduces migration time significantly.
Reduces the effort for CTAC to zip and push on their s3 then email the group.
Reduces the effort for REI to download and unzip and then transfer it to our servers.

2. CTAC to allow our systems inbound port 22 access, and setup a username/password or SSH key for us to use for rsync. We could then rsync files at our will whenever we needed it. (This option will most likely get rejected)

Please let us know if you have any questions or concerns.

Thanks,

Ashwin Deshmukh

Subject: Re: GSA.gov transition and SF event
Date: Thu, 16 Jan 2020 08:03:04 -0500
From: Mark Vogelgesang - ICPA <mark.vogelgesang@gsa.gov>
To: Prerana Bhatt - ICPA <prerana.bhatt@gsa.gov>
Cc: Boaz Englesberg - ZOD <boaz.englesberg@gsa.gov>, Ashwin Deshmukh - QD2-C
<ashwin.deshmukh@gsa.gov>, Ramya Sree Kasibatla - ITCB-C
<ramyasree.kasibatla@gsa.gov>, Sherry Hsu - IAW <sherry.hsu@gsa.gov>
Message-ID: <CAFUsjg7t1W_JQ6X0S1a2GGqprJh-FvEoUJT9D-Vjg8jV6-w9og@mail.gmail.com>
MD5: 4cc373bf5206a2a7b639edb87d400b06

Thanks, Boaz and Prerana. Please let us know how we can help!
On Wed, Jan 15, 2020, 19:55 Prerana Bhatt - ICPA <prerana.bhatt@gsa.gov> wrote:

Hey Boaz,

I am sure on the CMP side the existing team will do the knowledge transfer but I wanted to forward
you this document that provides details on the salesforce side. The document is mainly focused on
when an event is ready to be published so not really for your team to worry about (it mainly focuses
on business process details for NMCD) but we do have a section that provides few details on how the
current integration is set up from Salesforce side. A read ahead might be useful before you set up a
meeting with us.

Let me know if you have any questions or concerns.

Thanks

On Wed, Jan 15, 2020 at 5:45 PM Prerana Bhatt - ICPA <prerana.bhatt@gsa.gov> wrote:

Boaz,

Thanks for the heads up. I will be on the lookout for meeting invite.

Thanks

On Wed, Jan 15, 2020 at 5:32 PM Boaz Englesberg - ZOD <boaz.englesberg@gsa.gov> wrote:

Hello Mark and Prerana

GSA.gov and the CMP are transitioning to a new company called REI. The transition will happen in
February and final switch will happen in early March.
The CTAC contract ends on March 17.

I wanted to inform you that we will keep the same process as we do now with events. We are in the
process of knowledge transfer to REI

Ashwin Deshmukh from REI and I will reach out to you in the coming days. We are looking for smooth
transition of the events functionality on GSA.gov

Please let me know if you need any more information.
--

Thanks

Boaz Englesberg, PMP, CSPO

Digital Communication, OSC

Office: 202-357-9640
Mobile: (b) (6) ████████
boaz.englesberg@gsa.gov --

Prerana Bhatt

Innovation Specialist
Corporate IT Services
GSA IT
C: (b) (6) ██████

You are what you repeatedly do. Excellence then is not an act but a habit.

--

Prerana Bhatt

Innovation Specialist
Corporate IT Services
GSA IT
C: (b) (6) ██████

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Subject:	Re: GSA.gov transition and SF event
Date:	Wed, 15 Jan 2020 19:55:03 -0500
From:	Prerana Bhatt - ICPA <prerana.bhatt@gsa.gov>
To:	Boaz Englesberg - ZOD <boaz.englesberg@gsa.gov>
Cc:	Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>, Mark Vogelgesang - IAS <mark.vogelgesang@gsa.gov>, Ramya Sree Kasibatla - ITCB-C <ramyasree.kasibatla@gsa.gov>, Sherry Hsu - IAW <sherry.hsu@gsa.gov>
Message-ID:	<CAAFpBAYVRUooJ=HGc18Gyg3YGHurWcFECeQctM4r3e8DO-GAoA@mail.gmail.com>
MD5:	ce20631cc6313206eade38bd44411000

Hey Boaz,

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Please let me know if you need any more information.
--

Thanks

Boaz Englesberg, PMP, CSPO
Digital Communication, OSC

Office: 202-357-9640
Mobile: (b) (6)
boaz.englesberg@gsa.gov --

Prerana Bhatt

Innovation Specialist
Corporate IT Services
GSA IT
C: (b) (6)

You are what you repeatedly do. Excellence then is not an act but a habit.

--

Prerana Bhatt

Innovation Specialist
Corporate IT Services
GSA IT
C: (b) (6)

You are what you repeatedly do. Excellence then is not an act but a habit.

Subject:	Re: GSA.gov transition and SF event
Date:	Wed, 15 Jan 2020 17:45:03 -0500
From:	Prerana Bhatt - ICPA <prerana.bhatt@gsa.gov>
To:	Boaz Englesberg - ZOD <boaz.englesberg@gsa.gov>
Cc:	Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>, Mark Vogelgesang - IAS <mark.vogelgesang@gsa.gov>, Ramya Sree Kasibatla - ITCB-C <ramyasree.kasibatla@gsa.gov>, Sherry Hsu - IAW <sherry.hsu@gsa.gov>
Message-ID:	<CAAFpBAY1TTGFW6XdRz6uz9yoVg40AP1GSdvy5=bLJOaXUS43wQ@mail.gmail.com>
MD5:	bdfacc66c36cae72d79108ecf7aa8ad5

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Please let me know if you need any more information.
--

Thanks

Boaz Englesberg, PMP, CSPO

Digital Communication, OSC

Office: 202-357-9640
Mobile: (b) (6)
boaz.englesberg@gsa.gov --

Prerana Bhatt

Innovation Specialist
Corporate IT Services
GSA IT
C: (b) (6)

You are what you repeatedly do. Excellence then is not an act but a habit.

Subject: Re: Atlassian Prod data
Date: Sat, 1 Feb 2020 13:12:37 -0500
From: Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov>
To: Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, (b) (6) (b) (6) @ctacorp.com>
Cc: Celeste Plaisance - ICPW <celeste.plaisance@gsa.gov>, Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>, "Chudi Okafo (XTB)" <chudi.okafo@gsa.gov>, Henry Chang - ICPW <henry.chang@gsa.gov>
Message-ID: <CAPHrR-cKbNiTmnrVUgWZYG1+ffSP5syFO1LOLj2V2zWfC6_kNw@mail.gmail.com>
MD5: 07b2dd7a5d9412a2dc30eb79ae3743a7

Following actions have been completed:

1. Shutting down Atlassian applications.2. Taking database backups of Atlassian applications.
3. Creating EBS snapshots of volumes attached to Atlassian applications.
4. Booting up Atlassian applications.

Starting Monday, I will continue with:
- Creating volumes out of those snapshots and attaching to an instance.
- Archiving contents related to Atlassian applications.
- Uploading to S3
- Sharing pre-signed URL's for REI to download them.

Regards,
Ali Muhammad

On Sat, Feb 1, 2020 at 12:16 PM Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

All,

I am going to proceed now with shutting down the applications, taking database backups and EBS snapshots.

Regards,
Ali Muhammad

On Fri, Jan 31, 2020 at 4:37 PM Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

As discussed earlier, I will likely try to get the backups done on Saturday. However, if time doesn't permit - then Sunday. Hence, higher probability for taking action is Saturday. I will be sending out a notification on this thread both prior to starting and once done over the weekend.

Regards,
Ali Muhammad

On Fri, Jan 31, 2020 at 8:41 AM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

If you could please estimate when you will take the systems down.At least which day if you can't get more specific. I thought we said it would be intermittent (or for 2-3 hours) and that is what I told Uma but Celeste's email say all weekend and she asked for a clarification. Thanks.

On Thu, Jan 30, 2020 at 3:49 PM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

Thanks for the clarification

Sent from my iPhone

On Jan 30, 2020, at 3:27 PM, Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

Thanks Gerard, sounds good. Just want to add/edit a comment:

Over the weekend, Ali will:
- bring down the production Atlassian servers this weekend
- create DB and EBS snapshots & configuration files
- Include only key directory (exclude log files & exports)
- log files will be provided after cut-over

Starting Monday, Ali will
- create archive, upload it to s3 and share s3 presigned URL for REI to access

Henry - Could you please create a transition ticket (ET) for this as well?

Regards,
Ali Muahmmad

On Thu, Jan 30, 2020 at 4:14 PM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:
Recap today's decision.

Gerard confirmed with Uma downtime this weekend is OK
Celeste will put up banner and send email to POC list "Intermittent downtime this weekend"
Ali will
 - bring down the production Atlassian servers this weekend
 - create DB and EBS snapshots & configuration files
 - Include only key directory (exclude log files & exports)
 - log files will be provided after cut-over
 - create archive and copy to S3 available for REI to access
We will access the transfer on Monday as REI transfers data

If there is anything I left out please share your comments with this entire group.

Thank you

Atlassian Prod data

When

Joining info

Thu Jan 30, 2020 2:30pm – 3pm Central Time - Chicago

(b) (6)

Who

· henry.chang@gsa.gov - organizer
· ashwin.deshmukh@gsa.gov
· chudi.okafo@gsa.gov
· ali.muhammad@gsa.gov
· celeste.plaisance@gsa.gov
· Gerard Chelak - ICPW

Agenda:

1) Discuss how to transfer Atlassian Prod data for Jira, Confluence and Crowd from CTAC to REI. We need to get down to the bare minimum to bring over.

    1) DB (over night backup)
    2) Install directory (Generic Atlassian merge with configuration such as session timeout)
    3) Home directory (Crowd 1 hours, Jara 352gb, Confluence 181gb)
2) When to freeze the Atlassian and for how long? We have to do it again for cut-over.
    1) Pen testing on Feb 10
    2) Final cut-over activities are scheduled for the weekend Feb 21-23
    3) Go-live Feb 24.
3) Freeze planning
    1) Initial (2/1 - 2/2)
        Celeste put banner to freeze Jira and Confluence for two days and send emails to
        stakeholders. Gerard will send an email to summary what we understand in this meeting. Ali
        will create volume for EBS snapshots and DB backup. We don't need to bring export and logs
        over. Doug agreed post cut-over dump to transfer the 6 months of logs to us.
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        TBD

4) Ali provided current Atlassian Prod usage:
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--

Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell (b) (6) ███████
gerard.chelak@gsa.gov

Subject: Re: ECAS Atlassian File Transfer using RSync
Date: Tue, 4 Feb 2020 07:29:06 -0800
From: Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
To: Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
Cc: Chris McFerren - ICE <chris.mcferren@gsa.gov>, Henry Chang - ICPW <henry.chang@gsa.gov>, Chudi Okafo <chudi.okafo@gsa.gov>, Sherry Hsu - ICPW <sherry.hsu@gsa.gov>, Kishore Vuppala - MEB-C <kishore.vuppala@gsa.gov>
Message-ID: <CACdVdO=edv0fjN_jvATomyFH+inr-sp_kJY_+o0BV62BRw69tg@mail.gmail.com>
MD5: 14fdc0daf87e640972101f65356d7871

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Please let us know if you have any questions or concerns.

Thanks,
Ashwin Deshmukh

Subject: Atlassian Prod data
Date: Thu, 30 Jan 2020 21:14:03 +0000
From: Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
To: celeste.plaisance@gsa.gov, ali.muhammad@gsa.gov, ashwin.deshmukh@gsa.gov,
Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, chudi.okafo@gsa.gov,
henry.chang@gsa.gov
Message-ID: <000000000000c3c27f059d61ef51@google.com>
MD5: 863332600cc6302c39449d45e85771ce

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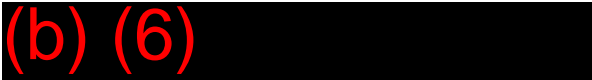 - create archive and copy to S3 available for REI to access
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When　　　　　　　　　　　Thu Jan 30, 2020 2:30pm – 3pm Central Time - Chicago
Joining info

Who

CM☐☐X	henry.chang@gsa.gov - organizer
CM☐☐X	ashwin.deshmukh@gsa.gov
CM☐☐X	chudi.okafo@gsa.gov
CM☐☐X	ali.muhammad@gsa.gov
CM☐☐X	celeste.plaisance@gsa.gov
CM☐☐X	Gerard Chelak - ICPW

Agenda:

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90G data/attachments
Things we may be able to ignore:
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657M /appdata/jira-home/log

Subject:	Re: Atlassian Prod data
Date:	Sat, 1 Feb 2020 10:17:44 -0800
From:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
To:	Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov>
Cc:	(b) (6) (b) (6) @ctacorp.com>, Celeste Plaisance - ICPW <celeste.plaisance@gsa.gov>, Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>, "Chudi Okafo (XTB)" <chudi.okafo@gsa.gov>, Henry Chang - ICPW <henry.chang@gsa.gov>
Message-ID:	<CACdVdOk1n5akLZu5ji3b02EyP=7xa=GwLQ20p89Aw3F6m41s6A@mail.gmail.com>
MD5:	8aedb7c41aa51f219fa091818572d840

Thanks

Sent from my iPhone

On Feb 1, 2020, at 12:12 PM, Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

Following actions have been completed:

1. Shutting down Atlassian applications.
2. Taking database backups of Atlassian applications.
3. Creating EBS snapshots of volumes attached to Atlassian applications.
4. Booting up Atlassian applications.

Starting Monday, I will continue with:
- Creating volumes out of those snapshots and attaching to an instance.
- Archiving contents related to Atlassian applications.
- Uploading to S3
- Sharing pre-signed URL's for REI to download them.

Regards,
Ali Muhammad

On Sat, Feb 1, 2020 at 12:16 PM Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

All,

I am going to proceed now with shutting down the applications, taking database backups and EBS snapshots.

Regards,
Ali Muhammad

On Fri, Jan 31, 2020 at 4:37 PM Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov> wrote:

As discussed earlier, I will likely try to get the backups done on Saturday. However, if time doesn't permit - then Sunday. Hence, higher probability for taking action is Saturday. I will be sending out a notification on this thread both prior to starting and once done over the weekend.

Regards,
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On Fri, Jan 31, 2020 at 8:41 AM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

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On Thu, Jan 30, 2020 at 3:49 PM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

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- Include only key directory (exclude log files & exports)
- log files will be provided after cut-over

Starting Monday, Ali will
- create archive, upload it to s3 and share s3 presigned URL for REI to access

Henry - Could you please create a transition ticket (ET) for this as well?

Regards,
Ali Muahmmad

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We will access the transfer on Monday as REI transfers data

If there is anything I left out please share your comments with this entire group.

Thank you

Atlassian Prod data

When   Thu Jan 30, 2020 2:30pm – 3pm Central Time - Chicago
Joining info

Who   ·   henry.chang@gsa.gov -
                                                                        organizer

- ashwin.deshmukh@gsa.gov
- chudi.okafo@gsa.gov
- ali.muhammad@gsa.gov
- celeste.plaisance@gsa.gov
- Gerard Chelak - ICPW

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Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell (b) (6)
gerard.chelak@gsa.gov

Subject:	CTAC data transfer schedule
Date:	Tue, 11 Feb 2020 12:38:18 -0500
From:	Henry Chang - ICPW <henry.chang@gsa.gov>
To:	Gerard Chelak <gerard.chelak@gsa.gov>, Ashwin Deshmukh - Qd2-C
	<ashwin.deshmukh@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Kishore Vuppala - QD2-
	C <kishore.vuppala@gsa.gov>
Message-ID:	<CABzfJ91Da+dLURPEL0qWXdSJWOOUnZ23h=yKRiekPVapk4JpaA@mail.gmail.com>
MD5:	73cb8c88bbeb958294b394c8f7324300

Gerard,

You asked us to put together a plan based on the input from CTAC and business
owners. Please review the draft version below.

======================== DRAFT
========================
Vivian,

We have discussed the CTAC contract close out issues with (b) (6) of CTAC
on Friday Feb 7, 2020 regarding the data transfer for ECAS go-live in the new AWS
environment and revealed the following schedule:

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In order to protect data integrity, we have to enforce content freeze before CTAC
starts data transfer. In the meantime, we have to balance the tolerance for content
freeze among project teams. GSA.gov said 2 to 5 days freeze is what they can
tolerate. USA.gov will tolerate a "brief" freeze. Atlassian (JIRA and Confluence)
users have little tolerance for a freeze because both systems are actively used
during business hours.

We put together a proposed sequence for the week of March 2nd through the final
cutover which assumes we receive the data from CTAC over the course of a few
days in the week as discussed.

Mon 3/2/2020 GSA.gov and Insite.gsa.gov enforce content freeze in the morning.
CTAC transfers GSA.gov and Insite.gsa.gov data by 5:00 PM the same day.
Wed 3/4/2020 USA.gov enforces content freeze in the morning. CTAC transfers
USA.gov family data by 5:00 PM the same day.
Fri 3/6/2020 Atlassian enforces content freeze after 5:00 PM. CTAC transfer
Crowd, Confluence and JIRA data no later than 9:00 AM on Sat 3/7/2020.

Please present this and get final buy-in from CTAC.

Thanks,

Henry Chang
IT Specialist
Website & Platform Management Branch (ICPW)
Corporate IT Services (IC)
GSA IT (I)
202-219-1801 (Office)

(b) (6)   (Mobile)

Subject:	Re: Atlassian Prod data
Date:	Thu, 30 Jan 2020 16:27:02 -0500
From:	Ali Muhammad - ICPW-C <ali.muhammad@gsa.gov>
To:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
Cc:	Celeste Plaisance - ICPW <celeste.plaisance@gsa.gov>, ashwin.deshmukh@gsa.gov, "Chudi Okafo (XTB)" <chudi.okafo@gsa.gov>, Henry Chang - ICPW <henry.chang@gsa.gov>
Message-ID:	<CAPHrR-e1AKCNMTK8uPHZ0H+_q2aH5oidaU_U=e8w626BjpU0XQ@mail.gmail.com>
MD5:	40d78a6e7b72b7dc6ed3d2be253466b1

Thanks Gerard, sounds good. Just want to add/edit a comment:

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Henry - Could you please create a transition ticket (ET) for this as well?

Regards,
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Thank you

Atlassian Prod data

When Thu Jan 30, 2020 2:30pm – 3pm Central Time - Chicago

Joining info (b) (6)

Who
- henry.chang@gsa.gov - organizer
- ashwin.deshmukh@gsa.gov
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Message-ID:	<CAPHrR-fU6rFm2OX-fXW+nb6iHNR6HDtC8b4_tyENQBLU_T=oLA@mail.gmail.com>
MD5:	c1552fd617533ad68ef308ee0263364c

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Primary Cell (b) (6)
gerard.chelak@gsa.gov

Subject:	Re: CTAC data transfer schedule
Date:	Tue, 11 Feb 2020 14:40:31 -0500
From:	Henry Chang - ICPW <henry.chang@gsa.gov>
To:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
Cc:	Ashwin Deshmukh - Qd2-C <ashwin.deshmukh@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Kishore Vuppala - QD2-C <kishore.vuppala@gsa.gov>
Message-ID:	<CABzfJ93Pf2rarm2PHg+XerWxFWJfFHRpRaFLd6-tvy-Z=KJzwQ@mail.gmail.com>
MD5:	9eb671720f44328926e99012d6202bda

I missed SMR. It is added to the text below. I use "data" as a coverall term for S3 buckets, database dump, home directory and installation directory. I am not sure if too much detail will help CO to negotiate with CTAC. But, we do need a statement for us to request what we want after CTAC agree on the schedule. Can you add such a statement?

Thanks,

Henry Chang
IT Specialist
Website & Platform Management Branch (ICPW)
Corporate IT Services (IC)
GSA IT (I)
202-219-1801 (Office)

(b) (6)　　　　　(Mobile)

On Tue, Feb 11, 2020 at 12:41 PM Gerard Chelak - ICPW <gerard.chelak@gsa.gov> wrote:

we also need SMR?
Any others?

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Gerard,

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(b) (6)   (Mobile)

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Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell (b) (6)
gerard.chelak@gsa.gov

Subject: [JIRA] (ET-10) Provide GetObject and ListBucket s3 access to new AWS account
Date: Wed, 18 Dec 2019 19:32:01 +0000
From: "Henry Chang (Jira)" (b) (6) @usa.gov>
To: ashwin.deshmukh@gsa.gov
Message-ID: <0100016f1a7ee477-ed1cff56-8b48-40ba-a1f4-d13d6f48e6fa-000000@email.amazonses.com>
MD5: 2b5556fa411de3b750b324bdfca9adc4

(b) (6) ommented on ET-10

Re: Provide GetObject and ListBucket s3 access to new AWS account

(b) (6) mailed on Dec 18, 2019, 10:25 AM:

After reviewing the request, CTAC will provide a copy of the S3 Buckets for live production applications via a zip file, posted to a repo of choice. The previous DB dumps were pushed to a google drive folder that REI specified, we can provide he same for the S3 Buckets. Ali will work to pull down and zip each bucket for transfer. CTAC will provide these copies by early next week, and one final time prior to the final cutover. Each Bucket is rather large and takes a while to facilitate the download and compression.

Add Comment

This message was sent by Atlassian Jira (v8 3.4#803005-sha1:1f96e09)

Subject: ECAS migration plan/schedule
Date: Tue, 10 Dec 2019 13:58:38 -0500
From: Henry Chang - ICPW <henry.chang@gsa.gov>
To: (b) (6) - IC-C <(b) (6) gsa.gov>
Cc: Gerard Chelak <gerard.chelak@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
Message-ID: <CABzfJ90K=8KkCOzd=5oUHFcNtDJ3vN55bx+oKCWxtGuLRT+acQ@mail.gmail.com>
MD5: 43a6d8a1b89a7930397584b6a79b3c71
Attachments: ECAS Migration Schedule.xlsx

Doug,

The migration plan is attached. This is a working document. Please review and provide advice.

Thanks,

Henry Chang
IT Specialist
Website & Platform Management Branch (ICPW)
Corporate IT Services (IC)
GSA IT (I)
202-219-1801 (Office)

(b) (6) (Mobile)

Subject: another document
Date: Sat, 8 Feb 2020 14:24:30 -0600
From: Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
To: Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>, Michael Iams <(b) (6) @reisystems.com>
Cc: Henry Chang <henry.chang@gsa.gov>, Chudi Okafo <chudi.okafo@gsa.gov>, Kishore Vuppala - QD2-C <kishore.vuppala@gsa.gov>
Message-ID: <CACdVdOmtABLLGaEbtT-68HB=DhQns2NP37e9pT1=GF5NBkvYbw@mail.gmail.com>
MD5: ad1f95f5d475ddf9dea233c78fd39c6f
Attachments: gsa-ecas-devops-guide.pdf

we should discuss before you take this as accurate.

--

Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell(b) (6)
gerard.chelak@gsa.gov

Hi Gerard/Henry/Sherry

We have below questions on the ECAS platform, which help us in coming up with the Transition
Approach/Plan and timelines.

Q1 - In the current ECAS AWS environment operating under CTAC, are the AWS organizations enabled?

   Q1.1 - If Organizations are enabled, we will need to work with CTAC team on transition their
master-pair account, can GSA confirm with CTAC on their concurrence on doing this?
   Q1.2 - If Organization are enabled, the process will be easier and we still need confirmation from
CTAC on transferring the AWS account, can GSA confirm with CTAC on their concurrence on doing
this?

Q2 - I am hoping that contractually GSA owns all the ECAS components and CTAC team will be required
transfer as part of the transition-out plan. Could GSA confirm this with CTAC team ASAP?, which will
help in detailing out our Plan A, Plan B etc

Q3 - We would like to reach out to CTAC resales team through GSA AWS rep on establishing a CTA, this
process will be needed to transfer the accounts either way. Could you please confirm if we can proceed
on this step, we would like to ensure you don't have any concerns on this.

Q4 - Outside of the AWS inventory shared as part of the RFQ (attached to this email too), could we get
access to the Architecture of current ECAS environment, how the different apps are configured, any
other third party tools/licenses that are used (if they are GSA owned vs CTAC owned)

Q5 - Would it be possible to schedule an initial call with CTAC team on Friday 11/22, it will be easier to
get these questions answered in a call.

(b) (6) - Please email if you have any other additional questions or updates on the above
questions.

Regards
Kishore

Subject:	Fwd: CTAC ECAS Contingency Plat - attached
Date:	Sat, 8 Feb 2020 14:05:41 -0600
From:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
To:	Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
Cc:	Henry Chang - ICPW <henry.chang@gsa.gov>, Kishore Vuppala - MEB-C <kishore.vuppala@gsa.gov>, Sherry Hsu - ICPW <sherry.hsu@gsa.gov>, Chudi Okafo <chudi.okafo@gsa.gov>, Debra Smith - IST-C <debra.smith@gsa.gov>
Message-ID:	<CACdVdO=a3U26Sy+Fi6bAni0uKXjPhdPL9Ryg7hOZm1p_Df+C5Q@mail.gmail.com>
MD5:	d022757bf17658372510e3569245ff49
Attachments:	ECAS Information System Contingency Plan 31Jan2019 (5).docx

---------- Forwarded message ---------
From: **Debra Smith - IST-C** <debra.smith@gsa.gov>
Date: Thu, Jan 16, 2020 at 3:40 PM
Subject: CTAC ECAS Contingency Plat - attached
To: Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
Cc: Kishore Vuppala - ITCB-C <kishore.vuppala@gsa.gov>, <michael.iams@gsa.gov>, Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, Henry Chang <henry.chang@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Matt Regan - IST <matthew.regan@gsa.gov>, Thomas Eaton - IST <thomas.eaton@gsa.gov>

Hello,

Attached is the current ECAS contingency plan that will need to be updated to reflect the REI implementation. The GSA template for contingency plans was included in the other email.

Best Regards,

Debra J. Smith   CISSP, CAPM, GIAC GSEC
Enterprise Content Application Services ISSO
Enterprise Infrastructure Operations ISSO
Office of the Chief Information Security Officer

U.S. General Services Administration
Primary E-mail: debra.smith@gsa.gov
Secondary E-mail (b) (6) @telos.com
Office: 817-850-8459
Work Cell: (b) (6)

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Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell (b) (6)

gerard.chelak@gsa.gov

Subject: ISCP plan
Date: Wed, 22 Jan 2020 13:49:28 -0500
From: Henry Chang - ICPW <henry.chang@gsa.gov>
To: Ashwin Deshmukh - Qd2-C <ashwin.deshmukh@gsa.gov>
Message-ID: <CABzfJ93UcD4HzuHO-Hv0_+GRkh1Vs_W55j1fL=XxdmRACsCEug@mail.gmail.com>
MD5: ec712aa41ea51266f97866c501a2aaeb
Attachments: ECAS Information System Contingency Plan 31Jan2019 (5).docx

Ashwin,

This is the current ISCP plan.

Thanks,

Henry Chang
IT Specialist
Website & Platform Management Branch (ICPW)
Corporate IT Services (IC)
GSA IT (I)
202-219-1801 (Office)

(b) (6)   (Mobile)

Subject: Invitation: Atlassian Prod data @ Thu Jan 30, 2020 3:30pm - 4pm (EST) (ashwin.deshmukh@gsa.gov)
Date: Thu, 30 Jan 2020 19:15:41 +0000
From: Henry Chang - ICPW <henry.chang@gsa.gov>
To: ashwin.deshmukh@gsa.gov, Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, chudi.okafo@gsa.gov, ali.muhammad@gsa.gov, celeste.plaisance@gsa.gov
Message-ID: <000000000000703d92059d604862@google.com>
MD5: da45b3d4e6b220038087e49743a5027c
Attachments: invite.ics

You have been invited to the following event.

Atlassian Prod data

When — Thu Jan 30, 2020 3:30pm – 4pm Eastern Time - New York

Joining info — (b) (6)

ashwin.deshmukh@gsa.gov

Calendar

Who

OVODX	henry.chang@gsa.gov - organizer
OVODX	Gerard Chelak - ICPW
OVODX	ashwin.deshmukh@gsa.gov
OVODX	chudi.okafo@gsa.gov
OVODX	ali.muhammad@gsa.gov
OVODX	celeste.plaisance@gsa.gov

more details »

Agenda:

1) Discuss how to transfer Atlassian Prod data for Jira, Confluence and Crowd from CTAC to REI.
    1) DB
    2) Install directory
    3) Home directory
2) When to freeze the Atlassian and for how long? We have to do it again for cutover.
    1) Pen testing on Feb 10
    2) Final cut-over activities are scheduled for the weekend Feb 21-23
    3) Go-live Feb 24.

Going (ashwin.deshmukh@gsa.gov)?   **Yes** - **Maybe** - **No**   more options »

Invitation from Google Calendar

You are receiving this email at the account ashwin.deshmukh@gsa.gov because you are subscribed for invitations on calendar ashwin.deshmukh@gsa.gov.

To stop receiving these emails, please log in to https://www.google.com/calendar/ and change your notification settings for this calendar.

Forwarding this invitation could allow any recipient to send a response to the organizer and be added to the guest list, or invite others regardless of their own invitation status, or to modify your RSVP. Learn More.

Subject:	more documents
Date:	Sat, 8 Feb 2020 14:28:33 -0600
From:	Gerard Chelak - ICPW <gerard.chelak@gsa.gov>
To:	Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
Cc:	Henry Chang <henry.chang@gsa.gov>, Chudi Okafo <chudi.okafo@gsa.gov>, Kishore Vuppala - QD2-C <kishore.vuppala@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>
Message-ID:	<CACdVdOnvNqb0zx51RWSS7E9jmuNYxqnNJ5VWdjB6HOm56oOdRg@mail.gmail.com>
MD5:	251eab1f24d9c0d88f495a5658fcd458
Attachments:	Incident Test Report 2019.docx ; Risk Management Plan.docx ; Vulnerability Management Plan.docx ; Continuous Monitoring Plan.docx ; Change Management Plan.docx

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Gerard Chelak

Branch Chief, Website & Platform Management Branch

Office of Corporate IT Services
Enterprise Platform Solutions Division
1800 F Street, NW
Washington DC 20405
Office 202 219 1118
Primary Cell (b) (6)
gerard.chelak@gsa.gov
I don't know if these are current or not. Henry needs to chime in.

Subject: CTAC ECAS Contingency Plat - attached
Date: Thu, 16 Jan 2020 15:39:30 -0600
From: Debra Smith - IST-C <debra.smith@gsa.gov>
To: Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
Cc: Kishore Vuppala - ITCB-C <kishore.vuppala@gsa.gov>, michael.iams@gsa.gov, Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, Henry Chang <henry.chang@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Matt Regan - IST <matthew.regan@gsa.gov>, Thomas Eaton - IST <thomas.eaton@gsa.gov>
Message-ID: <CAEHvnKGMhpcTKk31hGQRf8ebX0oCbWGjtuV9teQkMgR6sUuSbA@mail.gmail.com>
MD5: 81bc854d7adaf66c58d4060ec6c6982c
Attachments: ECAS Information System Contingency Plan 31Jan2019 (5).docx

Hello,

Attached is the current ECAS contingency plan that will need to be updated to reflect the REI implementation. The GSA template for contingency plans was included in the other email.

Best Regards,

Debra J. Smith   CISSP, CAPM, GIAC GSEC
Enterprise Content Application Services ISSO
Enterprise Infrastructure Operations ISSO
Office of the Chief Information Security Officer

U.S. General Services Administration
Primary E-mail: debra.smith@gsa.gov
Secondary E-mail (b) (6) @telos.com
Office: 817-850-8459
Work Cell: (b) (6)

(b) (5)

Subject:	Re: Existing CTAC ECAS Security Documentation - for REI updates and GSA Templates
Date:	Wed, 29 Jan 2020 12:09:55 -0600
From:	Debra Smith - IST-C <debra.smith@gsa.gov>
To:	Ashwin Deshmukh - QD2-C <ashwin.deshmukh@gsa.gov>
Cc:	Kishore Vuppala - ITCB-C <kishore.vuppala@gsa.gov>, michael.iams@gsa.gov, Matt Regan - IST <matthew.regan@gsa.gov>, Thomas Eaton - IST <thomas.eaton@gsa.gov>, Gerard Chelak - ICPW <gerard.chelak@gsa.gov>, Henry Chang <henry.chang@gsa.gov>, Sherry Hsu <sherry.hsu@gsa.gov>, Chudi Okafo - IAW <chudi.okafo@gsa.gov>
Message-ID:	<CAEHvnKGCLuOgxtw=zFKSDgexxniAZhWWQfgRWsYXqDuDtgAyYg@mail.gmail.com>
MD5:	46e988114d443b5e0435e57c0375b070
Attachments:	
	Lightweight_Security_Authorization_Process_[CIO_IT_Security_14-68_Rev_6]_04-25-2018.docx ; Lightweight_Security_Assessment_Process_SSP_Template_10-04-2018.docx

Hello,

I wanted to follow up and see if the FIPS 199 and the Digital Identity Statement have been started? I am attaching to this email the Lightweight Security Authorization Guide along with the Lightweight SSP template (shorter SSP for the one year ATO). First two documents that we need to start for the one year ATO are the FIPS 199 and the digital identity statement. The FIPS 199 can be a combined FIPS for the platform and the subsystems as we did last year, but we need to get that done and then carry onto the digital identity statement and move onto the 5 ssps.

Additionally, we need to do a new Privacy Threshold Analysis (PTA) - which we have also done a combined PTA previously. Please complete the PTA form. This will be routed to the Privacy Office for their review.

Please let me know if you have started any of the documents. I will create a google folder where we can share our documents for collaboration. If you haven't started yet, I will start the FIPS 199 and we can meet as need be to finish that up.

Please let me know if you have any questions.

Best Regards,

Debra J. Smith   CISSP, CAPM, GIAC GSEC
Enterprise Content Application Services ISSO
Enterprise Infrastructure Operations ISSO
Office of the Chief Information Security Officer

U.S. General Services Administration
Primary E-mail: debra.smith@gsa.gov
Secondary E-mail (b) (6) @telos.com
Office: 817-850-8459
Work Cell: (b) (6)

On Thu, Jan 16, 2020 at 3:34 PM Debra Smith - IST-C <debra.smith@gsa.gov> wrote:

Hello,

I am attaching a few of the plans and security documents (both GSA templates and CTAC ECAS security

docs) that Thomas Eaton mentioned in today's scan meeting. These documents will need to be updated to reflect REI and REI's implementation.

The SSPs do not need to be completed in order to get the 90 day ATO to be clear. They will come into play though in order to obtain the one year ATO (unless we go with the shorter SSPs and then move onto the full SSPs during that one year ATO) Which means, as discussed in the meeting, we have to begin working on these ssps asap so we will have them done long before the 90 day ATO expires. I will need them to assemble the security package and give to the assessors to obtain a one year ATO. For starters, as far as SSPs, I will attach GSA's newest template for the full ATO and the current ECAS SSP (there are 4 other ssps involved, one for each of the hosted sites/apps).

Attached are some of the security documents discussed today, but not a complete list. I will send out additional security documents next week. I expect that there will be questions, but I wanted to send this as a preview and to get things rolling.

Note - the CTAC Contingency Plan for ECAS will be sent shortly in a separate email.

Best Regards,

Debra J. Smith   CISSP, CAPM, GIAC GSEC
Enterprise Content Application Services ISSO
Enterprise Infrastructure Operations ISSO
Office of the Chief Information Security Officer

U.S. General Services Administration
Primary E-mail: debra.smith@gsa.gov
Secondary E-mail (b) (6) @telos.com
Office: 817-850-8459
Work Cell: (b) (6)